Software Development Folder

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Approved By: (signature)
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Title: Chief, ISD

Asset Owner: 580/Information Systems Division (ISD)
Title: Software Development Folder

Asset Type: Checklist
PAL Number: 2.4.3.1

The software development folder (SDF) consolidates information pertinent to a software element (e.g., a unit, data file, package, module, or component). The SDF provides a history of the element's evolution through the development process. It also ensures ready access to complete and up-to-date information for modification and auditing purposes.

SDFs may be stored on-line or in hardcopy, either as a single folder for each software unit or as a folder/notebook containing all units that comprise a task, package, module, component, or executable image. The software engineer responsible for the element uses the checklist below to create and maintain the SDF, marking each item with the date that it is inserted. Items that are inapplicable should be marked "N/A."

Software Development Folder Checklist

Software Element: _____ **Project:** _____

Developer: _____

Date	Checklist Item	Instructions
__/__/__	SDF created	Create the folder or notebook and insert a copy of this checklist. Fill in the date the SDF was created.
__/__/__	Requirements	List or reference all software requirements that map to the software element. Include the requirements document(s), requirements matrix, and any functional specification(s), interface definitions, and data structure definitions.
__/__/__	Review RFAs	Insert any action items (RFAs/RIDs) resulting from a milestone review (e.g., SRR, PDR, CDR) that affect this software element or its require-ments. Identify the review (name and date) and the review package. Insert documentation of each action item's resolution.
__/__/__	Design inspection or peer review	Insert (or reference) the design inspection/peer review package(s) for this software element. Include any resulting action items and document their resolution.
__/__/__	Code inspection or peer review	Insert (or reference) the code inspection/peer review package(s) for this software element. Include any resulting action items and document their resolution.
__/__/__	Source code	Insert current listing(s) for the software element. Include PDL (as appli-cable), change history, and compiled source code. For modified units, also insert the most recent past listing(s).
__/__/__	Support tools	Identify specific tools required to maintain this software element, e.g., one-of-a-kind compilers or commercial/government developed tools necessary to recompile, update, or execute the software.
__/__/__	Unit test plans and procedures	Insert or reference the unit test plans/procedures for this software ele-ment. Include test data and source code for any test drivers.

Software Development Folder Checklist (continued)

__/__/__	Unit test results	Insert the unit test procedure checklist and/or a summary of unit test results.
__/__/__	Discrepancy reports and change requests	Insert any discrepancy reports or change requests that necessitate modification of this software element. Insert documentation of each discrepancy/change's resolution.
__/__/__	SDF complete	Note the date that this SDF was delivered to CM or otherwise archived.